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<b>TRANSMITTAL FORM</b>  (to be used for all correspondence after initial filing)	Application Number	09/751,595	
	Filing Date	December 29, 2000	
	First Named Inventor	Min Zhu	
	Art Unit	2155	
	Examiner Name	Uzma Alam	
Total Number of Pages in This Submission	12	Attorney Docket Number	24333/81151

ENCLOSURES (check all that apply)		
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SIGNATURE OF APPLICANT, ATTORNEY, OR AGENT	
Firm or Individual Name	Philip W. Woo, Reg. No. 39,880
Signature	
Date	August 27, 2004

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8-30-04

2157  
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Atty. Docket No.: 24333/81151

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IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re application of: Min Zhu et al.  
Title: Distributed Meeting Management  
Application No.: 09/751,595  
Filing Date: December 29, 2000  
Examiner: Uzma Alam  
Group Art Unit: 2157  
Confirmation No.: 8830  
Law Office: Sidley Austin Brown & Wood LLP

Mail Stop Amendment  
Commissioner for Patents  
P.O. Box 1450  
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Dear Sir:

This is a Response to the Office Action dated June 14, 2004 for the above-referenced Application. Applicants respectfully request reconsideration of the Application in view of the following amendments and remarks.